



Washington
Department of
**FISH and
WILDLIFE**

WDFW
Attn: Scientific Collection Permits
600 Capitol Way North
Olympia, Washington 98501-1091
(360) 902-2200
scp@dfw.wa.gov

Dear Applicant:

Thank you for your inquiry about obtaining a **Washington State Scientific Collection Permit (SCP)**.

As specified in **WAC 220-20-045**, **WAC 232-12-276**, and **RCW 77-32-240**, it is unlawful to collect foodfish, shellfish, or wildlife or their nests and eggs for the purpose of research or display (where the categories "instruction" and "stream assessment" are sub-groups of display and research, respectively) without first obtaining a Washington State scientific collection permit. According to WAC 232-12-276, "collects" means to take control of or attempt to take control of wildlife or their nests and eggs." For the purpose of management and protection of the resource, the Washington Department of Fish and Wildlife interprets this the way one would interpret a federal "take" permit, in that, a collection would be "to harass, harm, pursue, hunt, shoot, wound, kill, trap, capture, or [obtain], or to attempt to engage in any such conduct [Endangered Species Act of 1973, Sec 3(18)]."

State Scientific Collection Permits are issued to scientists/researchers, educators/educational institutions, and museums/aquariums/zoos. They are not issued to the general public for collection of fish or wildlife. Under WAC 232-12-287, it is unlawful to possess wildlife found dead. However, this rule does not prohibit the possession of naturally shed antlers of deer, elk or moose.

Enclosed is information about the state permit and a **Scientific Collection Permit (SCP) application**. With each application, please submit a study plan and any additional information required.

If you have any questions or want to discuss your permit application, please contact WDFW at the above information.

Sincerely,

Washington Department of Fish and Wildlife
Enclosures

WASHINGTON STATE SCIENTIFIC COLLECTION PERMIT CATEGORIES:

DISPLAY

(Live or dead specimens exhibited for the purpose of education.)

1. Submit a study plan that includes specific environmental teaching objectives and justification for collection of target species. This study plan should outline the curriculum in which the specimens will be used and state how or why the collection will enhance your program. It should also define the audience for your educational program and explain how often the collection will be used for teaching.
2. Submit a statement explaining where the specimen collection will be permanently housed.
3. Submit the applicant's qualifications for using animals in a teaching or display program.

RESEARCH

1. Submit a study title.
2. Submit an introductory section explaining the project objectives and justification for collecting proposed species. This section should describe the management problems to be addressed, explain why resolution is necessary, review related research efforts, discuss how the proposed project will add to the existing body of knowledge, and the objective(s) for the proposed project including defining an identifiable end point or conclusion toward which efforts are to be directed.
3. Submit a methodology section describing the target species, number to be collected, collection techniques or collection gear, collection locality(s), the approach or plan of action, the organizational framework or logical sequence of events that will lead to the attainment of the study objectives, the disposition of collected specimens, and data collection and analysis techniques. For information in this supplement section that is duplicative of the application, you may refer to the application section being duplicated. However, all information requested in the application must be listed in the application.
4. Submit a justification that identifies the user(s) of the information and indicates how the findings will be used and disseminated.
5. Submit the applicant's qualifications for conducting the research including previous experience working with target species and proposed research techniques, and other relevant information.
6. Demonstrate that the applicant can provide adequate facilities and competence to care for live specimens, if applicable.
7. Submit identification of supervisory and technical personnel responsible for the study.

INSTRUCTION

(The procedure of collection for the purpose of education, as with a practical lab.)

1. Submit a study plan that includes specific environmental teaching objectives and justification for collection of target species. This study plan should outline the curriculum in which the specimens will be used and state how or why the collection will enhance your program. It should also define the participants for your educational program and explain how often the collection will be used for teaching. All participants in the collection activity other than the applicant must be listed as subpermittees.
2. Submit a statement explaining the proposed disposition of the specimen collection. University museums in Washington State are intended as the primary recipients of dead specimens.
3. Submit the applicant's qualifications for using animals in a teaching program.

STREAM ASSESSMENT

For Permittees assessing fish use (stream typing) under the Forest Practices Act rules (WAC 222):

1. The following limitations and conditions apply:
 - a. Streams may be sampled from March 1 to July 15, unless otherwise mutually acceptable by a WDFW Fish or Habitat Biologist, Washington Department of Natural Resources (DNR), tribal representative (of affected tribe), and the permittee.
 - b. If the permittee plans to survey streams or stream segments that are 5 feet BFW or wider the permittee is required to consult with the regional WDFW Habitat Biologist prior to conducting the surveys. The purpose of this consultation is to insure that survey methods and techniques used are appropriate for the stream segments to be surveyed.
 - c. Downstream reaches must not be blocked by human-caused structures.
 - d. Stream reaches must not have previously been verified as fish bearing.
 - e. WDFW electrofishing guidelines must be followed.
2. The Stream assessment Annual Report or "Findings Report" must be submitted with each stream type change request. For each relevant stream reach sampled, include the following [information not already requested in the annual report form (b. through d., and h. & i.), may be given in the Annual Report "Comments" field]:
 - a. Stream Name
 - b. Bankfull Width
 - c. Stream Gradient
 - d. Dominate Substrate Type
 - e. Species and abundance of all fish and amphibian species observed
 - f. The number of known mortalities by species
 - g. Map location of fish and amphibians on USGS quad or similarly scaled map. Send as an attachment.
 - h. A description of applicable drought or flood effects on sampling effort and results
 - i. A description of methods used to ensure that no downstream man-made barriers exist.

THE APPLICATION

The \$12.00 Scientific Collection Permit fee (RCW 77.32.240) shall be mailed in the form of check or money order with the application. Sorry, credit cards cannot be accepted at this time.

Permittee / Sub-Permittees – The Permittee may subpermit to their faculty, staff, or students. These names are shown as “Sub-Permittees”, who are authorized to collect under the permit. Date of birth is for identification purposes.

Species and Number – Please list the common name, Genus, and specie, if possible. In some cases, it often is not necessary to name all the individual species that will be collected (e.g. for salvaged animals – mammals, statewide, salvage, by hand). Also, if the actual number of each species to be collected is not known, please indicate the maximum number of specimens that might be collected/researched. Any species assigned a federal and/or state status must be entered by species name and give an exact number and location.

Location – Please list a specific location (Township/Range/Section or Latitude/Longitude), if possible. A county name is at least required. A collection might be statewide.

Please send completed application to:

Mail: Washington Department of Fish and Wildlife
Attn: Scientific Collection Permits
600 Capital Way North
Olympia, WA 98501-1091
(360) 902-2200
scp@dfw.wa.gov

Federal permits:

A Federal permit is required for the collection of migratory birds, marine mammals, and any fish or wildlife species with a Federal listing of Threatened, Endangered, Sensitive or Candidate:

US Fish and Wildlife permits: contact Ann Carlson at (503) 231-2063.

<http://endangered.fws.gov> (migratory birds, eagles, threatened and endangered wildlife)

NOAA-National Marine Fisheries Service permits: contact Brent Norberg at (206) 526-6733.

<http://www.nmfs.noaa.gov/endangered.htm> (marine mammals, threatened and endangered fish)

The Scientific Collection Permit:

SCP conditions must be followed. Unlawful use of a scientific permit is a gross misdemeanor. RCW 77.15.660.

Scientific permits will not be granted if, in the opinion of the Director, the collection conflicts with existing conservation concerns or with collection, research, or management activities. Permits may also be denied if a request to coordinate collection activities with other applicants and/or this agency is not met.

Please note that a Washington State Scientific Collection Permit **DOES NOT authorize collection/research activities in protected lands or waters or private or restricted public lands.** Some lands and waters are restricted and other lands and waters need permission from the landowner/agency/manager.

The Annual Report:

A requirement of the state permit process is an **Annual Report**. At the end of each year a report of the scientific collection, including specific species, numbers, location, and date of collection, is required. This report must be received prior to the issuance of the next year permit.

PUBLIC INFORMATION SHEET
ISSUANCE OF SCIENTIFIC COLLECTION PERMITS
BY WASHINGTON STATE DEPARTMENT OF FISH AND WILDLIFE

1. A scientific permit is required to collect fish, shellfish, or wildlife for display, instruction, research, and stream assessment (under the Forest Practices Act). Food and Game Fish are classified under the following, respectively: WAC 220-12-010, WAC 232-12-019. Shellfish includes those species classified under WAC 220-12-010. Wildlife includes birds, mammals, reptiles, amphibians, fishes, and invertebrates (not classified as foodfish or shellfish).
2. Among others, activities such as capturing, banding, marking, attaching radio telemetry equipment and the salvage of dead fish, shellfish, or wildlife are all considered methods of collection and require a scientific permit. Any tissue sampling of fish, shellfish, or wildlife requires a scientific permit, whether lethal or non-lethal and whether the animal is retained or released.
3. In compliance with Washington State Law (RCW 77.04.012), fish and wildlife (and samples derived from) remain the property of the state.
4. The Department will not issue unrestricted permits.
5. Universities and colleges in Washington State with museums having research and/or teaching collections may be allowed to subpermit within their university faculty, staff or enrolled students. The original permittee is responsible for insuring that the subpermittees comply with the conditions of the permit. Failure to comply with the conditions of the permit is a basis for revocation of the permit.
6. Individual holders of permits may not exchange specimens or progeny of fish or wildlife collected under the permit except as authorized in writing by the Director. Authorization may be granted to universities and colleges in Washington State with museums having research and/or teaching collections to trade specimens with other institutions possessing appropriate permits. A description of all trades will be included in the annual report to the Department. Loans to other permitted institutions will be allowed without notification to the Department. The institutions will, however, keep up-to-date records of loan transactions.
7. The Director will require scientific permit holders to specify on their application, the proposed disposition of dead specimens. University museums in Washington State are intended as the primary recipients of these specimens.
8. Scientific permit holders will keep accurate records showing species and number collected, possessed and/or disposed of; the specific location(s) of the collection; the disposition of specimens; the names and addresses from whom specimens were acquired; and the date of collection.
9. A scientific permit may be issued for use of non-releasable live wildlife from a wildlife rehabilitation facility for the purpose of a non-commercial wildlife public education program. The permittee will be required to report the number, location, and date of the public education programs conducted each year and the name of the person or organization receiving the program. Publicly owned zoos and aquariums will be required to report only public education programs conducted off-site from the zoo or aquarium facility.
10. A scientific permit may be issued to an individual or an organization for use of dead fish, shellfish, or wildlife in a non-commercial public education program. Such wildlife collections shall be required to be maintained when not being used for a public education program at an approved public location, such as a public school facility. The permittee will be required to report the number, location, and dates of public education programs conducted each year and the name of the person or organization receiving the program.
11. A scientific permit will not be used in lieu of hunting, trapping, or fishing licenses during the open season for those species.
12. A scientific permit is issued on an annual basis and is non-transferable.
13. Scientific permit holders using equipment such as unattended traps, unattended nets, or other unattended collection gear shall have attached to that equipment a tag bearing in legible English the name and current address of the permit holder. Equipment may be tagged using the name and address of the organization the permit holder represents; i.e., university, company, corporation. Potential use of unattended gear, whether for collection or retention, must be noted on the permit application.
14. Administrative decisions regarding scientific permits may be appealed by following the administrative appeals process contained in Chapter 34.05 RCW and/or WAC 232-12-197.
15. New permit applications should be submitted **sixty (60) days prior** to planned collection activities to allow for Department review and processing.



\$12 Fee Required (RCW 77-32-240)

SELECT ONE FROM EACH OF THE FOLLOWING:

PURPOSE OF COLLECTION:

☐ Display

□ Research

☐ Instruction (Education)☐ Stream Assessment☐ New Application☐ Renewal of a past year's permit #☐ Amendment to this year's permit #

PERMITTEE INFORMATION

E-MAIL ADDRESS OF PERMITTEE OR CONTACT:

NAME OF PERMITTEE:

FIRST M.I. LAST

DATE OF BIRTH:

(EXAMPLE: 11/01/2004)

AGENCY or INSTITUTION:**TELEPHONE:**

(EXAMPLE: 360-555-1234)

MAILING ADDRESS:

CITY:

STATE:

ZIP CODE:

NAME of SUB-PERMITTEE(S) and DATE of BIRTH: (Example: John Doe, 05/11/1963)

Attach additional names and birth dates on separated page if necessary.

COLLECTION INFORMATION

PERIOD of COLLECTION: (limit of 12 months, unless museum/aquarium/zoo)

Start:

End:

(EXAMPLE: 11/01/2004)

LIST ALL PROPOSED COLLECTION ACTIVITIES:

[illegible]

Attach additional listings on separated page if necessary.

DISPOSITION of SPECIMENS

- ☐ Museum Collection (display location):
- ☐ Capture and Release (locations of both):
- ☐ Band ☐ Mark Other:
- ☐ Fit with radio transmitters - Radio Frequencies:
- ☐ Tissue sampling (explain and list tissue/preservation):
- ☐ lethal ☐ sub-lethal ☐ non-lethal

Research data will be collected in the following area(s):

- ☐ Aging ☐ Behavior ☐ Physiology ☐ Artificial Propagation
- ☐ Genetics ☐ Census ☐ Life History ☐ Pathology ☐ Other:

Signature of Applicant

Date of Application

PLEASE ATTACH A COMPLETE STUDY PLAN AND PERMITTEE QUALIFICATIONS TO THIS APPLICATION